

## DESIGNATION PROCEDURE

Step 1      Site Selection - occurs 15 days prior to an Historic Preservation Board meeting (a public hearing) where the board will move to initiate the designation of the sites selected by staff.  
                Administrative procedure, not outlined in ordinance.

Step 2      Letters For Comment to Agencies - sent out 10 days prior to Historic Preservation Board meeting where initiation of designation procedure takes place.  
                Required by ordinance.

Step 3      Visit Site - occurs 7 days prior to Historic Preservation Board meeting where initiation of designation procedure takes place.  
                Administrative procedure, not outlined in ordinance.

Step 4      Designation Report - must be completed 2 days prior to Historic Preservation Board meeting where initiation of designation procedure takes place.  
                Required by ordinance.

Step 5      Historic Preservation Board Motion to Initiate Designation - occurs 4th Thursday of each month at a public hearing.  
                Required by ordinance.

Step 6      Notify Owner of Board's Intent - occurs the first Monday after Historic Preservation Board meeting where initiation of designation procedure takes place.  
                Required by ordinance - owner must be notified at least 15 days prior to the public hearing at which consideration of site designation takes place, but no earlier than 60 days.

Step 7      File Report and Notify Agencies - occurs simultaneously with Step 6, puts moratorium into effect.  
                Required by ordinance - same minimum and maximum requirement of notification days as Step 6.

Step 8      Follow-Up Contact with Owner - occurs 2 to 3 days after Step 6.  
                Administrative procedure - implied by ordinance.

Step 9      Advertise for Public Hearing - occurs 13 days prior to public hearing at which consideration of site designation takes place. Ad appears in paper of general circulation 10 days prior to public hearing.

Required by ordinance.

Step 10      Notify Owners of Public Hearing - occurs 10 days prior to public hearing at which consideration of site designation takes place.

Required by ordinance.

Step 11      Public Hearing - 4th Thursday of each month.

Required by ordinance.

Step 12      Notify Owner and Agencies of Board's Action - takes place within 7 days after public hearing.

Required by ordinance.

TO : DATE December 9, 1982

SUBJECT : January Designation -  
El Portal House

FROM : Ivan A. Rodriguez *DRR*  
Staff Director  
Historic Preservation Board

LETTER FOR COMMENTS

The Dade County Historic Preservation Board will be considering the designation of the El Portal House, 6 N.E. 89th Street, El Portal. Pursuant to the Metro-Dade Historic Preservation Ordinance we are notifying you of this impending action and request that you inform us of any potential conflict of plans, projects or regulations. Comments or questions should be addressed to the staff of the Preservation Board, Office of Community and Economic Development, Historic Preservation Division before the next public hearing of the Preservation Board on January 27, 1983.

The legal description of the property being considered for designation is:  
El Portal, Section 5, 13-13, Block 11, Lots 11-15, inclusive.

STEP 2 - AGENCY  
ARCHEOLOGICAL SITE MEMORANDUM

107.07-17 A

TO : Dept. of Building and Zoning  
FROM : Robert S. Carr RSC  
Staff Archeologist  
Historic Preservation Board

DATE : February 14, 1983  
SUBJECT : West Kendall Site  
Dal081

## Letter for Comments

The Dade County Historic Preservation Board will be considering the designation of the West Kendall Site (Dal081). Pursuant to the Metro-Dade Historic Preservation Ordinance we are notifying you of this impending action and request that you inform us of any potential conflict of plans, projects or regulations. Comments or questions should be addressed to the staff of the Preservation Board, Office of Community and Economic Development, Historic Preservation Division before March 24, 1983.

The legal description of the property being considered for designation is:

Section 20, T. 54 S., R. 39 E., Block 49, cut-out parcel: with a point beginning 1050' NLY of the SE corner of Section 20, then 400' WLY from the POB, then 380' NLY, then 400' ELY, then 380' SLY to the POB, the intent of said cut-out parcel being to enclose said archeological site.

RSC/mtt

STEP 2 - AGENCY

MEMORANDUM

107.074-17A ARCHEOLOGICAL ZONE

TO

DATE

December 9, 1982

SUBJECT

January Designation -  
El Portal Archeological Zone

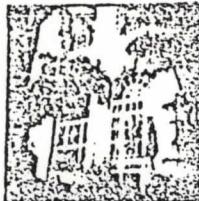
FROM Ivan A. Rodriguez *DRR*  
Staff Director  
Historic Preservation Board

LETTER FOR COMMENTS

The Dade County Historic Preservation Board will be considering the designation of the El Portal Archeological Zone in Section 7, T. 53 S., R. 42 E. Pursuant to the Metro-Dade Historic Preservation Ordinance we are notifying you of this impending action and request that you inform us of any potential conflict of plans, projects or regulations. Comments or questions should be addressed to the staff of the Preservation Board, Office of Community and Economic Development, Historic Preservation Division before the next public hearing of the Preservation Board on January 27, 1983.

The legal description of the property being considered for designation is:

Beginning at a point 510' SLY along the ELY ROW line of NE 2nd Avenue, from the NW corner of Section 7, T. 53 S., R. 42 E. within the Sherwood Forest Subdivision as described in Plat Book 14-30, then, beginning at the POB, 1500' SELY along the north bank of Little River to the western boundary of the Florida East Coast Railroad ROW, then 355.99' NELY along said ROW, then 300' NWLY, then 103' along the NLY ROW of NE 85th Street, then 346.02' WLY along the arc of the NLY boundaries of parcels 18, 19, 20, 21, 22 and 23 of Tract 6, then 164.95' NWLY along the ELY boundary of Parcel 9 of Tract 6 to the NLY ROW of NE 86th Street, then 308.13' WLY along the said ROW to the center line of NE 3rd Avenue, then 100' NLY, then 637.34' WLY along the NLY boundaries of parcels 15, 16, 17, 18, 19, 20, 21, 22, 23, continuing across parcel 12 to the ELY ROW of NE 2nd Avenue, then 335' SLY along the said ROW to the POB, the intent of said cut-out parcel being to enclose said archeological zone.



STEP 6 - OWNER  
HISTORIC SITE

METRO-DADE

HISTORIC PRESERVATION BOARD  
90 S.W. 8 STREET  
ROOM 308  
MIAMI, FLORIDA 33130  
(305) 579-2553

Charles Harrison Pawley

*Chairman*

William F. Wescott

*Vice-Chairman*

Ted Baker

Dov Dunaevsky

Dorothy Fields

Marilyn Hodder-Salmon

Marielene McGregor Lucas

Laurinda H. Spear

William Viands, Jr.

January 6, 1983

Mr. Scott A. Chester  
6 N.E. 89th Street  
El Portal, FL. 33138

Dear Mr. Chester:

Until recently few people knew of the existence of historical sites in Dade County. In fact, not many people thought of our community as having a history at all. In the past few years, as a result of a historic sites survey completed in 1981, we have come to realize the rich, even though recent heritage of Dade County. We are now beginning the process of recognizing these historical sites and cultivating the awareness and pride in their past that older cities have enjoyed for years.

Your property, the El Portal House, located at 6 N.E. 89th Street, has been identified as being of historical significance and is now being considered for designation as an historic site. In 1981, the Metropolitan Dade County Board of County Commissioners took action to recognize sites of local significance and protect them for the benefit of the community in general, while safeguarding the rights of the individual property owner, by adopting the Metro-Dade Historic Preservation Ordinance (81-13). According to this ordinance, the Dade County Historic Preservation Board has the authority to designate properties as historic sites, districts or archeological zones. This letter is to advise you that the Historic Preservation Board will be considering the historic site designation of the above mentioned property at a public hearing.

As a requirement of the designation process the enclosed designation report has been filed in our office initiating a moratorium prohibiting the issuance of any building and zoning permits until a public hearing has been held to consider the designation of this historic site. The Historic Preservation Board's consideration of the designation of the El Portal House has been scheduled for January 27, 1983, 4:00 p.m., at the Biscayne Park Village Hall, 640 N.E. 114th Street. Ten days prior to the public hearing you will receive notice confirming the exact time and location of the hearing. Should you be in the process of obtaining a building and zoning permit and this moratorium will delay your plans, we urge you to contact our office.

The intention of an Historic Preservation Board designation is threefold: first, to recognize historic buildings, sites and structures for their historic role in Dade County's rich heritage; second, to protect designated buildings, sites and structures from unsympathetic renovation or needless demolition, and; third, to promote the reuse and preservation of historic buildings.

Our work cannot be successful without your cooperation and full understanding of the implications of this historic site designation. The enclosed designation report and supplementary information has been prepared by the staff of the Metro-Dade Office of Community and Economic Development, Historic Preservation Division, which is staff for the Historic Preservation Board.

We encourage you to contact our staff so we may clarify any questions you may have regarding this letter, the proposed designation of your property or any other concerns.

Sincerely,



Ivan A. Rodriguez  
Staff Director  
Historic Preservation Board

Enclosures  
IAR/mtt



METRO-DADE

STEP 6 - OWNER  
ARCHEOLOGICAL SITE

HISTORIC PRESERVATION BOARD  
90 S.W. 8 STREET  
ROOM 308  
MIAMI, FLORIDA 33130  
(305) 579-2553

Charles Harrison Pawley

Chairman

William F. Wescott

Vice-Chairman

Ted Baker

Dov Dunaevsky

Dorothy Fields

Marilyn Hoder-Salmon

Marielene McGregor Lucas

Laurinda H. Spear

William Viands, Jr.

March 1, 1983

Frank Diaz  
2153 Coral Way  
Apt. #501  
Miami, FL 33145

Dear Mr. Diaz:

Until recently few people knew of the existence of historical sites in Dade County. In fact, not many people thought of our community as having a history at all. In the past few years, as a result of a historic sites survey completed in 1981, we have come to realize that Dade County's heritage is at least 4000 years old! We are now beginning the process of recognizing these historical sites and cultivating an awareness and pride of our community's Indian and pioneer heritage.

Your property, the West Kendall Site (Dal081), located at Township 54 S., Range 39 E., Section 20, has been identified as being of archeological significance and is now being considered for designation as an historic site. In 1981, the Metropolitan Dade County Board of County Commissioners took action to recognize sites of local significance and protect them for the benefit of the community in general, while safeguarding the rights of the individual property owner, by adopting the Metro-Dade Historic Preservation Ordinance (81-13). According to this ordinance, the Dade County Historic Preservation Board has the authority to designate properties as historic sites, districts or archeological zones. This letter is to advise you that the Historic Preservation Board will be considering the historic site designation of the above mentioned property at a public hearing.

As a requirement of the designation process the enclosed designation report has been filed in our office initiating a moratorium prohibiting the issuance of any building and zoning permits until a public hearing has been held to consider the designation of this historic site. The Historic Preservation Board's consideration of the designation of the West Kendall Site has been scheduled for March 24, 1983, 4:00 p.m., at the Revitco Building, 140 West Flagler. Ten days prior

to the public hearing you will receive notice confirming the exact time and location of the hearing. Should you be in the process of obtaining a building and zoning permit that this moratorium will delay, please contact our office immediately.

Our work cannot be successful without your cooperation and full understanding of the implication of this historic site designation. The enclosed designation report and supplementary information has been prepared by the staff of the Metro-Dade Office of Community and Economic Development, Historic Preservation Division, which is staff for the Historic Preservation Board.

We encourage you to contact our staff so we may clarify any questions you may have regarding this letter, the proposed designation of your property or any other concerns.

Sincerely,

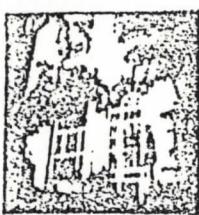


Robert S. Carr

Robert S. Carr  
Staff Archeologist  
Historic Preservation Board

Enclosures  
RSC/itk  
Historic Preservation Board

Enclosures  
IAR/itk



STEP 6 - OWNER  
ARCHEOLOGICAL ZONE

METRO-DADE

HISTORIC PRESERVATION BOARD  
90 S.W. 8 STREET  
ROOM 308  
MIAMI, FLORIDA 33130  
(305) 579-2553

February 3, 1983

Charles Harrison Pawley

*Chairman*

William F. Wescott

*Vice-Chairman*

Ted Baker

Dov Dunaevsky

Dorothy Fields

Marilyn Hodder-Salmon

Marielene McGregor Lucas

Laurinda H. Spear

William Viands, Jr.

Mr. Eric D. Lefkowitz  
268 N.E. 85th Street  
El Portal, FL. 33138

Dear Mr. Lefkowitz:

As a result of a three year inventory of Dade County's historic sites by the Metro-Dade Historic Preservation Division, your property in Section 7, T. 53 S., R. 42 E. within the Sherwood Forest Subdivision, has been determined to be archeologically significant. This property is now being considered for designation as an archeological zone.

It is the intention of this archeological zone designation to provide for the monitoring of any proposed subsurface construction or excavations within this zone by an archeologist so that significant artifacts or features can be recorded and removed before destruction. This proposed designation will in no way seek to obstruct or deny any proposed improvements or maintenance to your property.

In 1981, the Metropolitan Dade County Board of County Commissioners adopted the Metro-Dade Historic Preservation Ordinance (Chapter 16A of the County Code). According to this ordinance, the Dade County Historic Preservation Board has the authority to designate properties as historic sites, districts or archeological zones. This letter, and the enclosed designation report, is to inform you that the Historic Preservation Board is considering designation of the El Portal Archeological Zone in Section 7, T. 53 S., R. 42 E. within the Sherwood Forest Subdivision as an archeological zone. The enclosed designation report will be presented at a public hearing which is tentatively scheduled for February 24, 1983, at 4:30 p.m.

As a requirement of the designation process, the enclosed designation report has been filed in our office initiating a moratorium prohibiting the issuance of any building and zoning permits until a public hearing has been held to consider the designation of this archeological zone. The designation of the El Portal Archeological Zone has been scheduled for February 24, 1983, at 4:30 p.m. at the El Portal Village Hall, 500 N.E. 87th Street, El Portal. Ten days prior to the public hearing you will receive notice confirming the exact time and location of the hearing. Should you be in the process of obtaining a building and zoning permit and this moratorium will delay your plans, we urge you to contact our office immediately.

- Upon the designation of your property, any proposed excavations, clearing, or construction that includes subsurface excavations, will only be authorized by the issuance of a Certificate to Dig, in addition to the other required permits. You or your contractor can apply for a Certificate to Dig from the staff archeologist of the Metro-Dade Historic Preservation Division.

The enclosed designation report has been prepared by the staff of the Metro-Dade County Office of Community and Economic Development, Historic Preservation Division which is staff for the Historic Preservation Board. Should you have any questions concerning this letter, the designation report, or the Preservation Board in general, you are encouraged to contact our office.

I will be available at the Village Council meeting on February 8, 1983, at 8:00 p.m. to provide a presentation and answer questions about the proposed archeological zone and the early history of El Portal.

Sincerely,



Robert S. Carr  
Staff Archeologist  
Historic Preservation Division

Enclosure  
RSC/mcc

STEP 7 - AGENCY  
ARCHEOLOGICAL SITE

MEMORANDUM

107.07-17 A

TO

DATE

SUBJECT

March 8, 1983

FROM Robert S. Carr *BS*  
Staff Archeologist  
Historic Preservation Board

West Kendall  
Archeological Site

NOTICE OF MORATORIUM

On March 8, 1983, the Historic Preservation Division "officially (see legal description below) filed a designation report for the West Kendall Archeological Site, located in Section 20, T. 54 S., R. 39 E., according to Dade County Ordinance 81-13. The "filing" of a designation report imposes a moratorium on the issuance of any building and zoning permits until a public hearing has been held to consider the designation of the property as historic. The public hearing for the West Kendall Archeological Site is scheduled for March 24, 1983, at 4:30 p.m., at the Revitco Building, 12th Floor Conference Room. Staff for the Historic Preservation Board will notify you of the outcome of the public hearing as expeditiously as possible.

Should you have any questions or concerns about the moratorium or the Historic Preservation Ordinance in general, please contact us at your earliest convenience.

Legal Description:

Section 20, T. 54 S., R. 39 E., Block 49, cut-out parcel: with a point begining 1050' NLY of the SE corner of Section 20, then 400' WLY from the POB, then 380' NLY, then 400' ELY, then 380' SLY to the POB, the intent of said cut-out parcel being to enclose said archeological site.

RSC/itk

TO :

DATE January 6, 1983

SUBJECT Moratorium  
Notice

FROM Ivan A. Rodriguez *DR*  
Staff Director  
Historic Preservation Board

NOTICE OF MORATORIUM

On January 6, 1983, the Historic Preservation Division "officially" (see legal description below) filed a designation report for the El Portal House, at 6 N.E. 89th Street, according to Dade County Ordinance 81-13. The "filing" of a designation report imposes a moratorium on the issuance of any building and zoning permits until a public hearing has been held to consider the designation of the property as historic. The public hearing for the El Portal House is scheduled for January 27, 1983, 4:00 p.m., at the Biscayne Park Village Hall, 640 N.E. 114th Street. Staff for the Historic Preservation Board will notify you of the outcome of the public hearing as expeditiously as possible.

Should you have any questions or concerns about the moratorium or the Historic Preservation Ordinance in general, please contact us at your earliest convenience.

Legal Description:

Lots 11-15 inclusive, Block 11, El Portal, Section 5, 13-13.

Folio No.: 18 3101 29 0080 4

IAR/mtt

107.07-17A  
STEP 7 - AGENCY MEMORANDUM  
ARCHEOLOGICAL ZONE

TO

DATE

February 3, 1983

SUBJECT

Moratorium  
Notice

FROM Ivan A. Rodriguez  
Staff Director  
Historic Preservation Board

NOTICE OF MORATORIUM

On February 3, 1983, the Historic Preservation Division "officially" (see legal description below) filed a designation report for the El Portal Archeological Zone in Section 7, T. 53 S., R. 42 E., within the Sherwood Forest Subdivision, according to Dade County Ordinance 81-13. The "filing" of a designation report imposes a moratorium on the issuance of any building and zoning permits until a public hearing has been held to consider the designation of the property as historic. The public hearing for the El Portal Archeological Zone is scheduled for February 24, 1983, 4:30 p.m., at the El Portal Village Hall, 500 N.E. 87th Street. Staff for the Historic Preservation Board will notify you of the outcome of the public hearing as expeditiously as possible.

Should you have any questions or concerns about the moratorium or the Historic Preservation Ordinance in general, please contact us at your earliest convenience.

Legal Description:

Beginning at a point 510' SLY along the ELY ROW line of N.E. 2nd Avenue, from the NW corner of Section 7, T. 53 S., R. 42 E. within the Sherwood Forest Subdivision as described in Plat Book 14-30, then, beginning at the POB, 1500' SELY along the north bank of Little River to the western boundary of the Florida East Coast Railroad ROW, then 355.99' NELY along said ROW, then 300' NWLY, then 103' along the NLY ROW of NE 85th Street, then 346.02' WLY along the arc of the NLY boundaries of parcels 18, 19, 20, 21, 22 and 23 of Tract 6, then 164.95' NWLY along the ELY boundary of Parcel 9 of Tract 6 to the NLY ROW of NE 86th Street, then 308.13' WLY along the said ROW to the center line of NE 3rd Avenue, then 100' NLY, then 637.34' WLY along the NLY boundaries of parcels 15, 16, 17, 18, 19, 20, 21, 22, 23, continuing across parcel 12 to the ELY ROW of NE 2nd Avenue, then 3 SLY along the said ROW to the POB, the intent of said cut-out parcels being to enclose said archeological zone.

IAR/mtt



STEP 10 - OWNER  
HISTORIC SITE

METRO-DADE

HISTORIC PRESERVATION BOARD  
90 S.W. 8 STREET  
ROOM 308  
MIAMI, FLORIDA 33130  
(305) 579-2553

Charles Harrison Pawley

*Chairman*

William F. Wescott

*Vice-Chairman*

Ted Baker

Dov Dunaevsky

Dorothy Fields

Marilyn Hoder-Salmon

Marielene McGregor Lucas

Laurinda H. Spear

William Viands, Jr.

January 17, 1983

Mr. Scott A. Chester  
6 N.E. 89th Street  
El Portal, FL. 33138

Dear Mr. Chester:

On January 27, 1983, 4:30 p.m., at the Biscayne Park Village Hall, 640 N.E. 114th Street, the Dade County Historic Preservation Board will consider the designation of the El Portal House, located at 6 N.E. 89th Street, as an historic site. Having been identified as an owner or someone with an interest in the property being considered for designation you are encouraged to attend this hearing or send a representative.

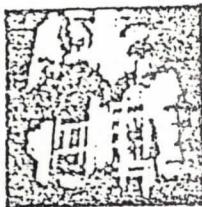
If you have any questions concerning this letter, the Preservation Board or the impending designation of the property, please contact us at your convenience. We are the staff of the Historic Preservation Board, Office of Community and Economic Development, Historic Preservation Division and our office is open from 8:00 a.m. to 5:00 p.m., Monday through Friday.

Sincerely,

F. Bogue Wallin  
Assistant Staff Director  
Historic Preservation Board

FTW/mtt





STEP 10 - OWNER  
ARCHEOLOGICAL SITE

METRO-DADE

HISTORIC PRESERVATION BOARD  
90 S.W. 8 STREET  
ROOM 308  
MIAMI, FLORIDA 33130  
(305) 579-2553

March 14, 1983

Charles Harrison Pawley

Chairman

William F. Wescott

Vice-Chairman

Ted Baker

Dov Dunaevsky

Dorothy Fields

Marilyn Hodder-Salmon

Marielene McGregor Lucas

Laurinda H. Spear

William Viands, Jr.

A.G. Fonseca and  
J.J. Felfle  
c/o Frank Diaz  
2153 Coral Way  
#501  
Miami, FL 33145

Dear Mr. Diaz:

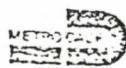
On March 24, 1983, 4:30 p.m., at the Revitco Building, 140 West Flagler Street, 12th Floor Conference Room, the Dade County Historic Preservation Board will consider the designation of the West Kendall Archeological Site. Having been identified as an owner or someone with an interest in the property being considered for designation you are encouraged to attend this hearing or send a representative.

If you have any questions concerning this letter, the Preservation Board or the impending designation of the property, please contact us at your convenience. We are the staff of the Historic Preservation Board, Office of Community and Economic Development, Historic Preservation Division and our office is open from 8:00 to 5:00 p.m., Monday through Friday.

Sincerely,

Robert S. Carr  
Staff Archeologist  
Historic Preservation Board

RSC/itk





STEP 10 - OWNER  
ARCHEOLOGICAL ZONE

METRO-DADE  
HISTORIC PRESERVATION BOARD  
90 S.W. 8 STREET  
ROOM 308  
MIAMI, FLORIDA 33130  
(305) 579-2553

February 14, 1983

Charles Harrison Pawley

Chairman

William F. Wescott

Vice-Chairman

Ted Baker

Dov Dunaevsky

Dorothy Fields

Marilyn Hoder-Salmon

Marielene McGregor Lucas

Laurinda H. Spear

William Vlads, Jr.

Mr. Eric D. Lefkowitz  
268 N.E. 85th Street  
El Portal, FL. 33138

Dear Mr. Lefkowitz:

On February 24, 1983, 4:30 p.m., at the El Portal Village Hall, 500 N.E. 87th Street, the Dade County Historic Preservation Board will consider the designation of the El Portal Archeological Zone, in Section 7, T. 53 S., R. 42 E., within the Sherwood Forest Subdivision, as an archeological zone. Having been identified as an owner or someone with an interest in the property being considered for designation, you are encouraged to attend this hearing or send a representative.

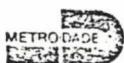
If you have any questions concerning this letter, the Preservation Board or the impending designation of the property, please contact us at your convenience. We are the staff of the Historic Preservation Board, Office of Community and Economic Development, Historic Preservation Division and our office is open from 8:00 a.m. to 5:00 p.m., Monday through Friday.

Sincerely,

Robert S. Carr (mtt)

Robert S. Carr  
Archeologist  
Historic Preservation Division

RSC/mtt



## MEMORANDUM

107.07-17A  
STEP 12 - AGENCY  
HISTORIC SITE

TO Ms. Donna Earnshaw  
Clerk  
El Portal

FROM Ivan A. Rodriguez *OPR*  
Director  
Historic Preservation Division

DATE February 3, 1983

SUBJECT El Portal House

FINAL BOARD ACTION

On Thursday, January 27, 1983, the Metropolitan Dade County Historic Preservation Board designated the El Portal House at 6 N.E. 89th Street, as an historic site pursuant to the Dade County Historic Preservation Ordinance (81-13). According to this ordinance, "No building, structure, improvement, landscaped feature or archeological site" at the above named property, "shall be erected, altered, restored, renovated, moved or demolished until an application for a Certificate of Appropriateness regarding any architectural features, landscape features or site improvements has been submitted to and approved" according to the procedures outlined in the Metro-Dade Historic Preservation Ordinance.

The Metro-Dade Office of Community and Economic Development, Historic Preservation Division, is staff for the Historic Preservation Board and is currently responsible for the enforcement of the Historic Preservation Ordinance and carrying out the directives of the Historic Preservation Board. Pursuant to the Historic Preservation Ordinance, we are notifying you of the above designation and enclosing a copy of the official resolution of the board designating the property.

Should you have any questions or concerns about this designation or the Historic Preservation Ordinance in general, please feel free to contact us at your convenience at 579-2553.

Enclosure  
IAR/mcc

STEP 12 - AGENCY  
ARCHEOLOGICAL SITE MEMORANDUM

107.07-17 A

TO March 31, 1983  
DATE  
SUBJECT  
  
FROM Robert S. Carr  
Staff Archeologist  
Historic Preservation Division

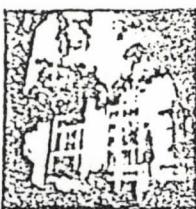
FINAL BOARD ACTION

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The Metro-Dade Office of Community and Economic Development, Historic Preservation Division, is staff for the Historic Preservation Board and is currently responsible for the enforcement of the Historic Preservation Ordinance and carrying out the directives of the Historic Preservation Board. Pursuant to the Historic Preservation Ordinance, we are notifying you of the above designation and enclosing a copy of the official resolution of the board designating the property.

Should you have any questions or concerns about this designation or the Historic Preservation Ordinance in general, please feel free to contact us at your convenience at 579-2553.

ENCLOSURE  
RSC/itk



STEP 12 - OWNER  
HISTORIC SITE

METRO-DADE

HISTORIC PRESERVATION BOARD  
90 S.W. 8 STREET  
ROOM 308  
MIAMI, FLORIDA 33130  
(305) 579-2553

Charles Harrison Pawley

*Chairman*

William F. Wescott

*Vice-Chairman*

Ted Baker

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Marilyn Hoder-Salmon

Marielene McGregor Lucas

Laurinda H. Spear

William Viands, Jr.

February 3, 1983

Mr. Scott A. Chester  
6 N.E. 89th Street  
El Portal, FL, 33138

Dear Mr. Chester:

We are pleased to inform you that on January 27, 1983, the Metropolitan Dade County Historic Preservation Board designated the El Portal House at 6 N.E. 89th Street as an historic site, thereby, recognizing your property as a significant part of our county's heritage. According to the Preservation Ordinance (81-13), any work that will require a permit of any kind will first require a Certificate of Appropriateness from this office to insure the preservation of the historic or architectural resource on your property. To facilitate this process, we suggest that you contact us at the outset of any project that may require a permit to insure expeditious processing according to the preservation ordinance.

Designated properties also qualify for benefits from the Interest Write Down Program, the 1981 Tax Reform Act and the South Florida Building Code Amendment for historic buildings. Enclosed is a brochure with a brief explanation of these programs and a list of local, state and national preservation organizations which you may wish to contact for information regarding historic preservation. Also enclosed you will find a copy of the official resolution designating your property.

The Metro-Dade Office of Community and Economic Development, Historic Preservation Division, is staff for the Preservation Board. Should you have any questions regarding designation, the Preservation Ordinance or need advice on any renovation or restoration projects, please contact our office at your earliest convenience.

Sincerely,



Ivan A. Rodriguez  
Staff Director  
Historic Preservation Board

Enclosures  
IAR/mtt



STEP 12 - OWNER  
ARCHEOLOGICAL SITE

METRO-DADE

HISTORIC PRESERVATION BOARD  
90 S.W. 8 STREET  
ROOM 308  
MIAMI, FLORIDA 33130  
(305) 579-2553

March 31, 1983

Charles Harrison Pawley

*Chairman*

William F. Wescott

*Vice-Chairman*

Ted Baker

Dov Dunaevsky

Dorothy Fields

Marilyn Hoder-Salmon

Marielene McGregor Lucas

Laurinda H. Spear

William Viands, Jr.

A.G. Fonseca and  
J.J. Felfle  
c/o Frank Diaz  
2153 Coral Way  
#501  
Miami, FL 33145

Dear Mr. Diaz:

We are pleased to inform you that on March 24, 1983, the Metropolitan Dade County Historic Preservation Board designated the West Kendall Site in Section 20, T. 54 S., R. 39 E., as an historic site, thereby, recognizing your property as a significant part of our county's heritage. According to the Preservation Ordinance (81-13), any work that will require a permit of any kind will first require a Certificate of Appropriateness from this office to insure the preservation and/or recording of the archeological resource on your property. To facilitate this process, we suggest that you contact us at the outset of any project that may require a permit to insure expeditious processing according to the preservation ordinance. Enclosed you will find a copy of the official resolution designating the property.

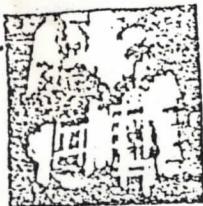
The Metro-Dade Office of Community and Economic Development, Historic Preservation Division, is staff for the Preservation Board. Should you have any questions regarding the designation, the Preservation Ordinance or need advice on how to obtain a Certificate of Appropriateness, please contact our office at your earliest convenience.

Sincerely,

*Robert S. Carr*  
RSC/itk

Robert S. Carr  
Staff Archeologist  
Historic Preservation Board

RSC/itk



STEP 12 - OWNER  
ARCHEOLOGICAL ZONE

ET DADE  
STORIC PRESERVATION BOARD  
S.W. 8 STREET  
DOM 308  
AMI, FLORIDA 33130  
(05) 579-2553

March 3, 1983

Charles Harrison Pawley  
Chairman  
William F. Wescott  
Vice-Chairman  
Ed Baker  
Dov Dunaevsky  
Dorothy Fields  
Marilyn Hoder-Salmon  
Marielene McGregor Lucas  
Laurinda H. Spear  
William Viands, Jr.

Mr. Eric D. Lefkowitz  
268 N.E. 85th Street  
El Portal, FL. 33138

Dear Mr. Lefkowitz:

On February 24, 1983, the Metropolitan Dade County Historic Preservation Board designated the El Portal Archeological Zone in Section 7, T. 53 S., R. 42 E. within the Sherwood Forest Subdivision, as an archeological zone pursuant to the Dade County Historic Preservation Ordinance (81-13). According to this ordinance "within an archeological zone, new construction, filling, digging, the removal of trees or any other activity that may alter or reveal an interred archeological site shall be prohibited without a Certificate to Dig. All applications to appropriate municipal or county agencies involving new construction, large scale digging, the removal of trees or any other activity that may reveal or disturb an interred archeological site in an archeological zone shall require a Certificate to Dig before approval."

The Metro-Dade Office of Community and Economic Development, Historic Preservation Division, is staff for the Historic Preservation Board and is currently responsible for the enforcement of the Historic Preservation Ordinance and carrying out the directives of the Historic Preservation Board. Pursuant to the Historic Preservation Ordinance we are notifying you of the above designation and enclosing a copy of the official resolution of the board designating the property.

Should you have any questions or concerns about this designation or the Historic Preservation Ordinance in general, please feel free to contact us at your convenience.

Sincerely,

*Robert S. Carr*

Robert S. Carr <sup>ITK</sup>

\*Staff Archeologist

Historic Preservation Board



STEP 12 - AGENCY  
ARCHEOLOGICAL ZONE

107.07-17A

TO Mr. Ronald J. Szep  
Building and Zoning Department

FROM Robert S. Carr *PSC*  
Staff Archeologist  
Historic Preservation Board

DATE March 3, 1983

SUBJECT El Portal  
Archeological Zone

FINAL BOARD ACTION

On Thursday, February 24, 1983, the Metropolitan Dade County Historic Preservation Board designated the El Portal Archeological Zone in Section 7, T. 53 S., R. 42 E. within the Sherwood Forest, as an historic site pursuant to the Dade County Historic Preservation Ordinance (81-13). According to this ordinance, "No building, structure, improvement, landscaped feature or archeological site" at the above named property, "shall be erected, altered, restored, renovated, moved or demolished until an application for a Certificate of Appropriateness regarding any architectural features, landscape features or site improvements has been submitted to and approved" according to the procedures outlined in the Metro-Dade Historic Preservation Ordinance.

The Metro-Dade Office of Community and Economic Development, Historic Preservation Division, is staff for the Historic Preservation Board and is currently responsible for the enforcement of the Historic Preservation Ordinance and carrying out the directives of the Historic Preservation Board. Pursuant to the Historic Preservation Ordinance, we are notifying you of the above designation and enclosing a copy of the official resolution of the board designating the property.

Should you have any questions or concerns about this designation or the Historic Preservation Ordinance in general, please feel free to contact us at your convenience at 579-2553.

Enclosure  
RSC/itk